



DEPARTMENT OF THE NAVY
COMMANDING OFFICER
SPACE AND NAVAL WARFARE SYSTEMS COMMAND
INFORMATION TECHNOLOGY CENTER
2251 LAKESHORE DRIVE
NEW ORLEANS, LA 70145-0001

Canc: Apr 04

SPAWARINFOTECHCENNOTE 12410
ITC12
20 Jan 2004

SPAWARINFOTECHCEN NOTICE 12410

Subj: 2ND QUARTER TRAINING SCHEDULE

Encl: (1) 2nd Quarter Training Schedule

1. Purpose. To publish a Space and Naval Warfare Systems Command Information Technology Center (SPAWARINFOTECHCEN) training schedule for the 2nd quarter of fiscal year 2004.
2. Action. Department directors will ensure all personnel attend the appropriate training as scheduled. The 2nd quarter fiscal year 2004 training schedule is provided in enclosure (1).
3. Cancellation Contingency. When superseded, or otherwise cancelled.

Peggy A. Feldmann
PEGGY A. FELDMANN

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List H and I

20 Jan 2004

2ND QUARTER TRAINING SCHEDULE

Prevention of Sexual Harassment	NLT 31 Jan 04	HRO Web-based	Civilian/Military	Charnelle Brown
Operational Security	3-5 Feb 04	ITC 4-1	Civilian/Military/Contractors	Ernest Mitchell
Government Travel Card Training	NLT 28 Feb 04	Desktop CD	All Government Travel Card Holders	Tony Jones
Anti-Terrorism-Force Protection	NLT 28 Feb 04	Web-based	Civilian/Military/Contractors	Ernest Mitchell
Reasonable Accommodations: Supervisor & Managers for Disabled Worker and Applicant	NLT 31 Mar 04	HRO Web-based	Supervisors/Managers	Charnelle Brown
Management Control Program	NLT 31 Mar 04	Desktop (PowerPoint Presentation)	Supervisors/Managers	Kathy Vargo

Enclosure (1)